

TAHOE DOUGLAS FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES MEETING
January 18, 2023

Those Present:

Vice Chairman Greg Felton
Trustee Larry Schussel
Trustee Janet Murphy
Trustee Stacy Noyes

Trustee Ben Johnson
Fire Chief Scott Lindgren
Legal Counsel Emily Mansoor
Legal Counsel Astrid Perez

1. Call to Order.

Meeting was called to order at 2:30 pm.

2. Pledge of Allegiance.

The Pledge of Allegiance was led by Kevin Kjer.

3. Roll Call.

Vice Chairman Felton, Trustee Johnson, Trustee Murphy, Trustee Noyes and Trustee Schussel were all present. A quorum was met.

4. Approval of the Agenda.

Trustee Schussel made a motion to approve the agenda as presented. Second: Trustee Murphy. Motion approved 3-0.

5. Swearing the new trustees:

Trustee Schussel led the swearing in for Ben Johnson and Stacy Noyes. The existing members, Trustee Murphy and Trustee Felton also swore in.

6. For Discussion and Possible Action: selecting new members of the board, appointing board officers from the 5 current trustees.

Trustee Murphy made a motion nominating Trustee Schussel as Chairman and Trustee Felton as Vice Chair. Trustee Johnson seconded that motion. No further discussion. Motion approved 5-0.

7. Public comment.

Guest Elisabeth Lernhardt from Skyland asked the board what kind of options or assistance she and her neighbors have for getting trees cleared. Chief Lindgren advised her of his intent to attend a Skyland GID meeting in the future. Elisabeth replied that the GID does not want to sponsor the tree removal as it is not their jurisdiction. Chief Lindgren will set up a meeting.

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8. Trustee Comments

Trustee Murphy stated she is working with NDOT, TRPA and consultant Rogers on the NDOT project. Chief Lindgren advised he and the sheriff will continue to attend these meetings from a public safety standpoint.

Vice Chair Felton wanted to say thank you to everyone in the District for the amount of effort, patience and energy the past month. He reminded that anytime that the public helps with shoveling hydrants and clearing streets or driveways, it immensely helps TDF respond to emergency calls for service.

Trustee Johnson commented that he received some VHR feedback about Fire Inspector Rowlett, who delivered a swift and easy process on a home inspection.

Vice Chair Felton welcomed both new board members and thanked them for their continuous engagement in the board.

9. Approval of the Consent Calendar.

- a. Board Meeting Minutes 12/28/22
- b. Monthly Expenditures
- c. Financials 07/31/22

Vice Chair Felton made a motion to approve the Consent Calendar as presented. Second: Trustee Murphy. Motion approved 5-0.

10. For Possible Action: Consent items moved forward.

None.

11. Employee Recognition

Fire Chief Scott Lindgren

Trustee Recognition:

Kevin Kjer was acknowledged for serving the Tahoe Douglas Fire District as a Trustee from 2011 – 2022. A one of a kind Lake Tahoe painting by local artist Ellen Nunez-Flynn and Randy Flynn, who is a retiree from TDF, was presented to Kjer. Artist Ellen thanked the TDFPD for their generous service to the community. Kjer thanked all of the trustees he has worked with over the years for their kindness and respect. He added his favorite part of the monthly meeting was the monthly review; he enjoyed getting a glimpse of the work we're doing in the District and in the community.

Service Recognition:

There was a moment of silence for retiree Michael O'Leary.

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Chief Brandon Brady	17 years
Chief Steve Prather	17 years
Captain Brandon Spry	17 years
Captain Ben Pratt	16 years
Captain Kevin Green	16 years
Captain Justin Rossi	16 years
Engineer Greg Koeck	7 years
Engineer/Squad Leader Mark Waite	1 year FT (seasonal since 2019)
Engineer/Squad Leader Rafael Garcia	1 year FT (seasonal since 2017)
Engineer/Squad Leader Nathaniel Braun	1 year FT (seasonal since 2018)

New Employees:

Kimberly Campbell	Firefighter/Paramedic
Ryan Campbell	Firefighter/Paramedic
Kileigh Labrado	Payroll Specialist

12. Report Items: District Division Reports

Operations - Assistant Chief Bryce Cranch

Chief Cranch discussed how the shift Battalion Chiefs not only run their shift, perform as incident commanders, manage all the stations while on their shift, but they also have their own assignments.

A-Shift: Chief Lucas is continuing to run logistics for the District, including firefighter equipment and everything related to the buildings. He is overseeing the remodeling of station 25, and Station 22.

B-Shift: Chief Brady is continuing to run the EMS Division. For the first time, the District has an ALS Engine 21 (Advanced Life Support). He has taken our EMS Division to a new level by making the District a site training facility.

C-Shift: Chief Prather is continuing to run all of our training including special skills programs, task book programs, overseeing both the internal academy and the recruit academy. He is currently overseeing the District's first lateral academy with two recruits from Michigan and monitoring the progress of the three recruits in the Capital City Regional Fire Academy who are graduating Thursday January 19, 2023.

Chief Cranch reiterated the importance of the community's aid in shoveling out the fire hydrants. He gave kudos to the Shoreline and Zephyr Crews for their aid in digging out most of the hydrants on Kingsbury Grade over the past month.

New Year's Eve brought extreme winter weather resulting in traffic accidents, downed trees and power lines, along with the festivities of New Year's Eve at the casino core.

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Annual Call Statistics: There were 193 incidents in December, and 2047 calls for service in 2022, normal call volume for the District.

Discussion continued regarding road closures and the impact they have on the community. Chief Cranch explained when District resources are maxed out, our neighbor agencies provide back up coverage.

Division Chief/FMO Keegan Schafer

Chief Schafer reported that the crews have several contracts when the snow lightens to start prescribed burning. These contracts are all around the Lake and crews will go where ever there is work available. Other agencies around the Lake are doing prescribed burns; however, the snow is just too deep in the District.

Chief Schafer gave a huge thank you to admin staff, specifically Accounting Specialist French who trained the WF&F supervisors on how to use the UKG software for managing the internal promotions and new hire recruitment for the 2023 fire season. The application deadline for Crew Members is on February 3rd.

Fire Inspector Kris Rowlett

Fire Inspector Rowlett and bomb dog, Tracker, attended the Governor's inauguration and was one of the two bomb dog teams utilized for the "sweep and stay". They also attended training where Tracker had to complete an Odor Recognition Test (ORT), in which Tracker performed very well and did not falsely identify any odors.

Fire Inspector Rowlett also attended Nevada State Fire Marshal Investigation Training in Las Vegas. An alarming statistic from the training was how fast fire can grow, specifically with modern furniture like IKEA. Fire can burn and be in a complete flashover (floor to ceiling) in 4-6 minutes.

The Tahoe Blue Event Center is moving towards an opening date of July 6th.

The Edgewood Villas are in the drywall phase.

Sierra Colina project has submitted for sprinkler approval and are anticipating two years to build out. When completed, there will be 27 additional units for a total of 43 homes.

On New Year's Eve, a tree fell down over the Harvey's valet parking area. Chief Lucas arranged for TDF crews to cut the tree down, to allow 1st responder access to the building.

Administration Division Officer Kate Warner

ADO Warner advised that the administrative division has been focused on training and has assigned every new employee a designated trainer. The District is close to wrapping up the annual audit and is on track to meet the deadline.

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With regards to UKG, a lot of things are happening: build outs for benefits, performance appraisal, promotional, compensation, timekeeping and payroll. HR Specialist McCarthy has attended many hours of classes for UKG providing much needed backup for AS French.

The January blood drive was fully booked with 50 appointments. ADO Warner acknowledged AA Turner's efforts in getting the event information out to the community.

13. Report Item: Review of Monthly Fire District Activities
Fire Chief Scott Lindgren

With regards to fire hydrants, per Nevada State Law, fire hydrants are the responsibility of the water provider. District firefighters have been digging hydrants since 1946, and when we have big snow bouts that happen all at once, we get behind. The District would like to partner with the local water providers, HOAs and GID's and our residents to keep the more than 761 hydrants in the District accessible for our crews.

The District can offer assistance from Zephyr Crew, but the work will need to be compensated. Zephyr Crew is funded by a tax override and contracts, but it is for fuels reduction. The Shoreline Crew did some shoveling recently, but that cannot continue, as they are paid by the NV Energy contract.

The Adopt-A-Hydrant Program was created by fire prevention staff as a way to bring public awareness to the critical need to keep the fire hydrants clear in the winter for the structure and commercial fires that could occur.

Vice Chair Felton requested clarification on how much the hydrant needs to be cleared. Fire Inspector Rowlett advised the recommendation is 3 feet all the way around and access to the street.

The new fire boat is on track for delivery in April.

The ladder truck is broken; specifically the aerial ladder turn table. The truck has been in service, but with no use of the aerial ladder. Supply chain issues delayed the parts, which have now arrived. Repairs will be made in a special shop in Oakdale, which has mechanics who are extremely knowledgeable about fire trucks. Mechanic Zink is delivering the ladder truck and will spend some time in that shop with the Oakdale mechanics for additional training, which will be great for our District.

Vice Chair Felton reiterated his request for regular reporting on capital improvement projects.

Chief Lindgren acknowledged Fire Inspector Garrison for recognizing the safety issue and red tagging the home. The issues were fairly easy fixes but the inspectors had to shut it down until changes were made.

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14. Report Item: SAVE the BASIN
Fire Chief Scott Lindgren

Funding: Chief Lindgren has restructured his major donor presentations to lay out a phased approach to the program.

Site: Discussions continue with the school regarding Douglas County property. TDFPD was really involved with fire prevention, education and vocational programs at the schools, but COVID-19 shut those programs down. The District has recommitted to teach the children about fire prevention, the importance of smoke detectors and all things fire related. George Whittell High School has a great shop, but cannot get anyone to come teach mechanic/auto shop to the students, so the District would like to coordinate with them in vocational programs.

The Kingsbury Middle School (KMS) property is not for sale at this time, however, Chief Lindgren continues to monitor the possibility of a change in that status. The owners have 13 properties around the Lake and are currently conducting a feasibility study on the KMS site.

15. Public Comment

Vice Chair Felton expressed his gratitude that the District continues to develop our people, skills and technology to help save lives. Chief Lindgren discussed the goal to get all District engines up to ALS level; to man engines with paramedics who have the full component of EMS gear. Within the first week of having certification, ALS Engine 21 was the first on scene for a very critical stroke incident.

16. Discussion: Confirm next meeting, with a proposed date of Wednesday, February 22, 2023, with a start time of 2:30 pm and possible agenda items.

Note: The February meeting was delayed one week to accommodate the annual audit presentation.

Meeting Adjourned: 1612 hours

Submitted by:
Amanda Keeton
Fire Board Clerk